

DDA 76-2979

15 June 1976

MEMORANDUM FOR: Chief, Logistics Services Division, OL

STATINTL FROM : [REDACTED]  
Assistant for Information, DDA

SUBJECT : Destruction of Tapes of VIP Programs  
in the Auditorium

REFERENCE : Routing Sheet to DC/LSD/OL from  
C/SM&FB/LSD/OL dtd 7 June 1976  
re above subject

STATINTL 1. We have discussed the request made on referenced  
routing sheet and desire that all tapes with the exception  
of the [REDACTED] Memorial Service (#11) and the Bush  
Swearing-In Ceremony (#15) be destroyed.

2. While this material usually does not include highly  
classified or sensitive material, it nonetheless lends itself  
to being edited with the result that statements can be taken  
out of context, etc. This risk plus the administrative bur-  
den of processing under FOIA, for example, suggests that as  
a general rule such material be regularly destroyed in  
accordance with your 90-day policy. Obviously, there will,  
on occasion, be a ceremony that has historical significance  
such as the two exceptions cited above, and we would suggest  
you check with O/DDA regarding disposition/retention in those  
cases.

STATINTL



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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

STATINTL  
Assistant for Information, DDA  
7C-18, Hqs.

EXTENSION

NO.

DATE

STATINTL  
15 June 1976

TO: (Officer designation, room number, and building)

DATE

RECEIVED FORWARDER

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief, Logistics Services  
Division, OL  
3E-30, Hqs.

6/16

BB

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

UNCLASSIFIED

Approved INTERNAL USE ONLY 2001/08/07 : CIA-RDP79-A00600060017-1 SECRET

REFERENCE

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: <i>fb</i> C/SM&FB/LSD/OL		EXTENSION	NO.	DD/A Registry
			DATE 7 June 1976	76-2884
TO: (Officer designation, room number, and building)		DATE RECEIVED    FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. DC/LSD/OL	3E30	6/8	<i>BS</i>	1. As is our practice, tapes are recorded of all VIP programs in the Auditorium involving Directors. It has been understood that these tapes would be retained for 90 days and then destroyed.
2. C/LSD/OC		6/8	<i>pw</i>	The attached list represents tapes presently held in the Auditorium for which disposition instructions are requested. Those tapes identified for disposal will be (a) degaussed (b) cut and (c) burned.
3.				
4.				
5. EO/DDA.	10 JUN 1976		<i>BG</i>	2 to 5: In addition to the attached list, the following tapes are being held in the C/LSD's office:
6. A/DDA	11 JUN 1976		<i>BG</i>	(3) - Mr. Colby's dinner (1) - Gen. Walters' dinner (1) - Financial Management (2) - Mr. Bush - Today & Tomorrow (1) - [REDACTED] Memorial (1) - DCI Awards Program
7. DDA				
8.				
9.				
10.				
11.				
12. C/LSD/OC.				Recommend that all be destroyed with the exception of Mr. Bush's swearing-in ceremony.
13.				
14.				
15.				

STATINTL

TATINTL

STATINTL

I would think [REDACTED] STATINTL  
memorial, Soaring-  
and # 8 [REDACTED] and the attached  
might be saved!  
E

## Holding Tapes

	1. 9/12/75	Mr. Colby
	2. 10/24/75	EEO Conference, Mr. Blake and Mr. Colby
	3. 10/25/75	EEO Conference, Mr. Nelson
STATINTL	4. 10/30/75	DCI, [REDACTED]
	5. 11/5/75	DCI Super Grade Ceremony
	6. 11/17/75	MMPD Gen. Walters
	7. 11/18/75	DCI Retirement
	8. 11/19/75	Mr. Blake
	9. 12/3/75	Mr. Carl Duckett
	10. 12/18/75	Awards ✓
STATINTL	11. 12/31/75	[REDACTED] Memorial Service ✓
	12. 1/13/76	Guest Speaker
	13. 1/20/76	DCI/DDS&T Awards
	14. 1/26/76	DCI Press Conference
SAVR	15. 1/30/76	President Ford, Mr. Colby, Mr. Bush, Swearing-In Ceremony
STATINTL	16. 3/1/76	[REDACTED]
	17. 3/1/76	DCI
	18. 3/2/76	Mr. Blake
	19. 3/3/76	Mr. William E. Nelson, Today & Tomorrow
	20. 3/4/76	DCI
	21. 3/15/76	DIS (3 Tapes)
STATINTL	22. 3/17/76	[REDACTED]
	23. 4/1/76	Mr. Blake to OJCS